

To: Reeder, Melissa[Reeder.Melissa@epa.gov]
From: Reeder, Melissa
Sent: Fri 4/27/2018 8:24:53 PM
Subject: FW: Freedom of Information Act Request #EPA-HQ-2018-005662

From: Reeder, Melissa
Sent: Tuesday, April 10, 2018 12:30 PM
To: 51529-72534778@requests.muckrock.com
Subject: RE: Freedom of Information Act Request #EPA-HQ-2018-005662

Good morning Nick,

Just to clarify, "Smartpay" encompasses both the purchase card and the travel card. Dianne Lyles, who is the EPA purchase card team leader that works in the Office of Acquisition Management has indicated that political appointees do not get issued a purchase card. Thus, she found none of the individuals on the list who had a purchase card. However, political appointees are issued a GSA Smartcard for Travel. The travel voucher indicates what charges were made on their government travel card.

Thanks!

Melissa

Melissa Reeder

US EPA

OC-FSD-CFC

513-487-2009

From: Sandfoss, Kristina
Sent: Tuesday, April 10, 2018 11:14 AM
To: 51529-72534778@requests.muckrock.com
Cc: Marusak, Kirk <Marusak.Kirk@epa.gov>; Reeder, Melissa <Reeder.Melissa@epa.gov>; Kennedy, Chandra <Kennedy.Chandra@epa.gov>
Subject: RE: Freedom of Information Act Request #EPA-HQ-2018-005662

Good morning Nick,

Apologies for the confusion with these requests. Hopefully, I can clear up some miscommunications.

OARM/Office of Acquisition Management closed out 005665 as a duplicate.

The Office of General Counsel proactively provided interim responses regarding travel vouchers to any request that concerned purchases.

I am unable to access the case to verify, but I believe that OARM/Office of Acquisition Management notified you of the transfer of this request to the Office of the Chief Financial Officer (OCFO) for processing, and I apologize if that was not the case.

So, in summary, EPA-HQ-2018-005662 is being processed by OCFO and the name Cara Rodriguez does not need to be included in the search, and moving forward, OCFO will provide you with any status updates regarding this request.

Please let me know if any of this is unclear or incorrect. Thank you for your patience and have a great day!

Kristina

Kristina Sandfoss

EPA / HQ / OARM

From: 51529-72534778@requests.muckrock.com [mailto:51529-72534778@requests.muckrock.com]
Sent: Monday, April 9, 2018 6:19 PM
To: Sandfoss, Kristina <Sandfoss.Kristina@epa.gov>
Cc: Marusak, Kirk <Marusak.Kirk@epa.gov>
Subject: RE: Freedom of Information Act Request #EPA-HQ-2018-005662

Environmental Protection Agency
FOIA Office
1200 Pennsylvania Avenue Northwest
Washington, DC 20004

April 9, 2018

This is a follow up to request number EPA-HQ-2018-005662:

Please close out 005662. The name of Cara Rodriguez was an error on my part.

Also, I have received a message in response to this request for credit card receipts (and I have also received the same message for many other requests), providing me with an interim response of travel records. This request was not for travel vouchers. It seems that these letters are being sent out without much regard to what the request was about.

Thanks,

Nick

Filed via MuckRock.com
E-mail (Preferred): 51529-72534778@requests.muckrock.com

Upload documents directly: https://www.muckrock.com/accounts/agency_login/environmental-protection-agency-75/epa-appointee-credit-card-statements-and-receipts-51529/?email=Sandfoss.Kristina%40epa.gov&uuid-login=6219bce0-5bab-473f-abba-aaaf3ec7adfe#agency-reply

Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):

MuckRock News
DEPT MR 51529
411A Highland Ave
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On April 8, 2018:
Kristina

Please close out 005662. The name of Cara Rodriguez was an error on my part.

Also, I have received a message in response to this request for credit card receipts (and I have also received the same message for many other requests), providing me with an interim response of travel records. This request was not for travel vouchers. It seems that these letters are being sent out without much regard to what the request was about.

Thanks,

Nick

On April 4, 2018:
Dear Mr. Surgey,

I have been assigned to process your two FOIA requests, EPA-HQ-2018-005665 (Due 4/18/18) and EPA-HQ-2018-005662 (Due 4/26/18). They are asking for the itemized statements and receipts of the government issued credit card, known as "Smart Pay," for various Environmental Protection Agency (EPA) political appointees working at our Agency. Both FOIA requests appear to be identical in all respects except that EPA-HQ-2018-005662 has one additional individual listed, Cara Rodriguez. I wanted to inform you that I am cancelling FOIA Request EPA-HQ-2018-005665 and will only be processing FOIA Request EPA-HQ-2018-005662. If you have any questions, please contact me at (202) 564-4493 or via email at

Marusak.Kirk@epa.gov<<mailto:Marusak.Kirk@epa.gov>>. Thank you.

Sincerely,

Kirk R. Marusak
Government Information Specialist
Office of Acquisition Management
U.S. Environmental Protection Agency
Phone: (202) 564-4493
Fax: (202) 564-2553
Marusak.Kirk@epa.gov

On April 3, 2018:

03/29/2018 09:02 AM FOIA Request: EPA-HQ-2018-005662

Good morning Mr. Surgey,

This email is in regards to the above referenced request recently received by the Office of Administration and Resources Management (OARM). It seems to be requesting the same information as EPA-2018-005665 submitted by you and currently being processed by the Office of Acquisition Management (OAM) with the addition of 1 name (Cara Rodriguez). If this is correct, OARM is requesting that we continue processing 005665 with the addition of this name and close out 005662 as a duplicate request. Please let me know if you are in agreement or if there is a need to discuss, I can be reached at 202-564-7177 or sandfoss.kristina@epa.gov.

Thank you for your interest in the EPA and have a wonderful day!

Kristina

Kristina Sandfoss
EPA / HQ / OARM

On March 26, 2018:

Please withdraw this request.

With thanks,

Nick Surgey

On March 23, 2018:

03/23/2018 04:45 PM FOIA Request: EPA-HQ-2018-005662

Dear Nick Surgey, Thank you very much for your interest in the Environmental Protection Agency. This correspondence references the above Freedom of Information Act (FOIA) request, which seeks information about the EPA Administrator's travel, schedule, or both. Many people or entities have requested information about these records. We appreciate your patience as we

process these requests.

Interim Response

Today we are releasing 612 pages of records to you. The release contains materials responsive to your FOIA request. This release may include additional records that you have not requested; however, the records may be of interest to you. We are releasing these records proactively to you at no cost. Please find the records here:

<https://foiaonline.regulations.gov/foia/action/public/view/request?objectId=090004d28134aaec>.
(<https://foiaonline.regulations.gov/foia/action/public/view/request?objectId=090004d28134aaec>)

This release includes documents that have been partially withheld. The reasons for the withholdings are printed over the redactions. Should you wish to appeal any withholding determination, you will have the opportunity to do so. We will provide you with appeal rights at the time of the final production.

Records Released on 03.23.2018:

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EPA Admin Travel 02.21.2017-03.19.2017 (4-page PDF)

*

EPA Admin Travel 03.20.2017-06.01.2017 (29-page PDF)

*

EPA Admin and Staff Travel 06.02.2017-06.18.2018 (58-page PDF)

*

EPA Admin and Staff Travel 06.15.2017-08.29.2017 (33-page PDF)

*

EPA Admin Travel 08.30.2017-02.14.2018 (68-page PDF)

*

EPA Admin Calendar 02.12.2017-04.07.2017 (171-page PDF)

*

EPA Admin Calendar 02.12.2017-05.19.2017 (145-page PDF)

*

EPA Admin Calendar 05.19.2017-06.19.2017 (104-page PDF)

Unusual Circumstances and Extension of Time

To complete your request, EPA will need to search for and collect the requested records from multiple EPA offices that are separate from the Office of the Administrator (AO). As a result of these unusual circumstances, an extension of time to respond to your request is necessary under 40 C.F.R. § 2.104(d).

The AO has received an unprecedented amount of FOIA requests during fiscal year 2017. In fiscal year 2016, AO received only 203 FOIA requests, whereas in fiscal year 2017, AO received 1,043 FOIA requests. This is a 413% increase in FOIA requests from fiscal years 2016 to 2017. We are still processing these requests.

For your information, we use multiple tracks to process requests, but within those tracks we work in an agile manner. The time needed to complete our work on your request will necessarily depend on a variety of factors, including the complexity of our records search, the volume and

complexity of any material located, and the order of receipt of your request.

In fiscal year 2017, the average processing time for complex FOIA requests processed by AO was 388 working days. Using this number as instructive to estimate the time to process your request, the new estimated completion date for this FOIA is 9/16/2019.

Opportunity to Discuss and Modify

EPA's FOIA regulations state:

Whenever possible, your request should include specific information about each record sought, such as the date, title or name, author, recipient, and subject matter. If known, you should include any file designations or descriptions for the records that you want. The more specific you are about the records or type of records that you want, the more likely EPA will be able to identify and locate records responsive to your request.

40 C.F.R. § 2.102(c).

We would like to provide you the opportunity to discuss the request with us and clarify or narrow the request. As indicated in 40 C.F.R. § 2.102(c), if you would like to speak with us about your request, please include or be prepared to discuss any specific information about the records you seek, including time-period, authors, or a more detailed description of the records' subject matter. Publicly Available Information and Next Steps

The following are sources of publicly available information that you can access immediately:

*

Our website: <https://www.epa.gov/home/advanced-search> (<https://www.epa.gov/home/advanced-search>)

*

FOIAonline for records previously released through FOIA requests:

<https://foiaonline.regulations.gov/foia/action/public/search/>
(<https://foiaonline.regulations.gov/foia/action/public/search/>)

*

Environmental Topics Information repositories: <https://www.epa.gov/environmental-topics/z-index>
(<https://www.epa.gov/environmental-topics/z-index>)

*

Technical/scientific/educational publications: <https://www.epa.gov/nscep>
(<https://www.epa.gov/nscep>)

*

Staff Manuals and Guidance: <https://www.epa.gov/foia/national-online-foia-library#admin>
(<https://www.epa.gov/foia/national-online-foia-library#admin>)

*

Policy Statements: <https://www.epa.gov/foia/national-online-foia-library#statement>
(<https://www.epa.gov/foia/national-online-foia-library#statement>)

*

Superfund sites and data: <https://www.epa.gov/foia/national-online-foia-library#superfund>
(<https://www.epa.gov/foia/national-online-foia-library#superfund>)

If it is possible for us to do so, we will provide you with interim releases as they become available.

If you wish to clarify your request further so that EPA can process your request in a shorter amount of time, or if this release satisfies your request and you would like to close your request, the Office of the Administrator is happy to work with you.

Additionally, you may seek assistance from EPA's FOIA Public Liaison at hq.foia@epa.gov or (202) 566-1667, or from the Office of Government Information Services (OGIS). You may contact OGIS in any of the following ways: by mail, Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park, MD 20740-6001; by email, ogis@nara.gov; by telephone, (202) 741-5770 or (877) 684-6448; or by fax: (202) 741-5769

If you have any additional questions about your request, please contact Christopher Creech at creech.christopher@epa.gov or (202) 564-4286, or Fredrick No at no.fredrick@epa.gov or (202) 564-2793

Please direct media related inquiries to press@epa.gov.

Thank you,

EPA Office of the Administrator

On March 20, 2018:

To Whom It May Concern:

On behalf of Documented, pursuant to the Freedom of Information Act, I hereby request the following:

Itemized statements and receipts for the use -- between January 20, 2017 until the present day -- of any government issued credit cards, also known as "SmartPay", by or on behalf of the following EPA appointees:

1. Scott Pruitt
2. Ryan Jackson
3. Cara Rodriguez
4. Dawn Michelle Hale
5. Kelsi Daniell
6. Nancy Beck
7. Elizabeth Bennett

8. Susan Bodine
9. Brittany Bolen
10. Elizabeth Bowman
11. Byron R. Brown
12. Henry Darwin
13. Patrick J. Davis
14. Samantha Dravis
15. Lincoln Ross Ferguson
16. John Peter Freire
17. Holly W. Greaves
18. Sarah A. Greenwalt
19. Amanda Gunasekara
20. Sydney Morgan Hupp
21. Milan Hupp
22. Albert Kelly
23. John A. Konkus
24. Troy Lyons
25. Forrest McMurray
26. Charles D. Munoz
27. Christian Palich
28. Justin Schwab
29. Kenneth Wagner
30. William L. Wehrum
31. Patrick Traylor
32. George Y. Sugiyama
33. Jahan Wilcox

The requester is entitled to a fee waiver because he is a member of the news media, and because this request for records concerns activities or operations of the government. Disclosure of the requested records will likely increase public understanding of government operations since the requester has the ability and the intention, through the means described below, to effectively convey information contained within the requested records to a broad public audience. Requester is an investigative journalist and the director of Documented, an investigative watchdog and reporting group that explores the relationship between industry and government. Nick Surgey is a Senior Fellow at the Center for Media and Democracy and writes for the Intercept.

The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within 20 business days, as the statute requires.

Sincerely,

Nick Surgey
Co-Director
Documented

Filed via MuckRock.com

E-mail (Preferred): 51529-72534778@requests.muckrock.com

Upload documents directly: https://www.muckrock.com/accounts/agency_login/environmental-protection-agency-75/epa-appointee-credit-card-statements-and-receipts-51529/?email=Sandfoss.Kristina%40epa.gov&uuid-login=6219bce0-5bab-473f-abba-aaaf3ec7adfe#agency-reply

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